MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, Maryland)
Date: 09/07/10
Time: 1:00 PM   –   3:00 PM

Attendees: Ashley Buzzeo (CGIS), Jim Cannistra(MDP), Kaushik Dutta (MdTA), Bill Farrington (DJS), Mark Helmken (CGIS), Scott Jeffrey (CCBC), Julia Lukens (DBED), Stephanie Martins (MDP), Kenny Miller (GIO), Frank Siano (MDE), Brad Spittel (BMC), Marshall Stevenson (Frederick County) and Brad Wolters (DHCD)

AGENDA:

- 1:00PM – 1:05PM Introductions

- 1:05PM – 1:20PM Review of August 17, 2010 Meeting Minutes

- 1:20PM – 1:30PM Application Subcommittee Updates

- 1:30PM – 1:40PM Data and Resources Subcommittee Updates

    o 1:40PM – 2:10PM Projection/Caching Schema/Community Mapper Discussion

- 2:10PM – 2:20PM Outreach Subcommittee Updates

- 2:20PM – 2:30PM Security Subcommittee Updates

    o 2:30PM – 3:00PM Security Write-Up Discussion

ACTION ITEMS:

Action Items:	Date Assigned:	Follow Up By:
Email Exec. Comm. Charter document and Data & Resources Subcommittee Charter document to Technical Committee membership for use as template in generating future charter documents	9/7/10	Co-chairs
Check for access of Executive Committee SharePoint site for Technical Committee Co-chairs	9/7/10	GIO
Metadata Services • MDP has provided metadata for all their services on MD iMap • Follow-up concerning how to obtain the missing metadata for services currently being hosted on MD iMap • Email Sent to Kenny • Agency leads from Tech Comm to make progress o Direct contact of data owners • A listing of services for which metadata is needed was provided. It was discussed that some metadata may not be available from the data producers. This is especially true for the parcel data. Metadata at the service level will be written by MDP for parcel data to go along with the MD iMap refresh process.	Updated 8/3/10; 7/12/10; 6/22/10; 5/18/2010; Submitted 4/20/10	Technical Committee; GIO

Application Subcommittee Action Items:	Date Assigned:	Follow Up By:
MD iMap Applications adhering to Maryland Website Branding Standards	Updated 9/7/10 Submitted 8/4/10	GIO; Application Owners
Rapid Application Prototype: • **Obtain pricing based on specifications of application from CGIS and MES** • **Consolidate list of requirements for a rapid application deployment option (Phase 1)**	Updated 9/7/10 Submitted 7/12/10	GIO
Rapid Application Prototype: • **Email programmer specifications to Technical Committee** • **Email consolidated list of requirements to Technical Committee**	Submitted 9/7/10	Kaushik Dutta
Rapid Application Prototype: • **Email application specifications to MSGIC email distribution list for comment/input**	Submitted 9/7/10	Scott Jeffrey
• **Generate a Charter – In Progress** • **Developer's page has been developed and posted to DNR website. Review and provide email comments to Lisa Lowe.** • ~~Table developed of 57 requirements. Includes keywords such as service, tools, etc. It is 95% complete and will be available for review soon – DONE~~ • ~~Google search still needs to have the redirect corrected for MD iMap - DONE~~ • **Discussion and agreement about applications being expandable to higher resolution monitors.**	Updated 9/7/10; 8/4/10; 6/22/10 Submitted 4/20/10	Application Subcommittee
• ~~Recruit a developer to participate from MES – DONE~~ • ~~Follow up w/Brooks Weaver , Tim Palmer and Kenny Miller - DONE~~ • **Discussion about impact of changes to data standards and how they impact application usability. Any data changes need to correspond to the application since MD iMap is application centric.**	Updated 8/4/10; 6/22/10 Submitted 4/6/10	Kaushik Dutta

Data Subcommittee Action Items:	Date Assigned:	Follow Up By:
Google Urchin • **Provide categories to be included in statistical output report**	9/7/10	GIO
Community Mapper • **Get agreement from Esri to Kenny Miller for review** • **Ask Esri (Anthony Puzzo) if projecting on-the-fly in ArcGIS Server map services is possible**	9/7/10	Co-chairs
Community Mapper • **Get county buy-in for participation** • **Ask if Esri will edgematch county provided centerlines** • **Review agreement** • **Determine what data to contribute**	9/7/10	Technical Committee
Respond to Data Layer Prioritization Email • **Resent email & received 9 responses** • **Currently compiling responses**	Submitted 5/4/10	Data Subcommittee

Cache Tile Recommendation		

Cache Tile Recommendation
• Provide Executive Committee with one-page briefing concerning pros and cons of Esri caching schema and Community Mapper participation, include timeline for decision
• Follow up with NSGIC State Responses
• ~~ESRI Community Map Program – DONE~~
  ○ ~~Research this product~~
  ○ ~~Demo from ESRI~~
• Will be sticking with current scaling levels for caching. ESRI, Google and Bing all have same tiling scheme. A decision to change the scheme used by the private vendors will be made after security issues are addressed.
	Updated 9/7/10
	
	Submitted 5/4/10
		Data Subcommittee, Ashley Buzzeo

Data Subcommittee: • Draft a Charter – in progress	Updated 9/7/10 Submitted 4/6/10	Data Subcommittee
Follow up with Policy & Procedures documentation for Data Submission and Services Submission • Plans to pick this up again at the end of Summer 2010	3/16/10	CGIS, Data Subcommittee

Outreach Subcommittee Action Items:	Date Assigned:	Follow Up By:
Vision Statement • Email 4 choice to Technical Committee by COB 9/7/10 • Provide comments/edits back to Scott by COB 9/9/10 • Provide final response and resolution to Technical Committee by COB 9/17/10	9/7/10	Scott Jeffrey; Technical Committee
Obtain feedback concerning how to improve upon current outreach strategies	5/18/10	Outreach Subcommittee
Generate an email including a brief explanation of the Tech Comm's vision and the Portal web address (Include Lisa Lowe) • Email will be blasted by Tech Comm members to extended GIS community • Vision document needs to be updated to be included	Updated 5/18/10; 4/20/10	Outreach Subcommittee
Outreach Subcommittee: • Recruit participants • Setup a meeting / conference call with all participants	4/20/10	Outreach Subcommittee
Outreach Subcommittee: • Generate a Charter	4/20/10	Outreach Subcommittee
Obtain additional MD iMap Technical Committee members through outreach • Email potential new members (Doug Adams has potential member emails)	3/16/10	Outreach Subcommittee, Co-chairs

Security Subcommittee Action Items:	Date Assigned:	Follow Up By:
Security Model Documentation • Draft document for Security Model • Demo for next Executive Committee meeting (10/27/10)	8/3/10	Security Subcommittee
~~Obtain Enterprise Security Mapping Models from other states – DONE~~ • ~~Exploring other states and users. Many other use communities tend to~~	5/4/10	Security Subcommittee

~~be more centralized in administration. Exploring software that supports auto-registration of secure services.~~		

MEETING NOTES:

Introductions

- *Round-the-room.*

Application Subcommittee Updates

- **Rapid Prototype Application Development**
  - **Designed to be developed to accommodate any application platform**
  - **GIS Programmer Specifications**
    - § **Emailed to the Application Subcommittee**
    - § **Action Item: Email to the entire Tech Comm membership – Kaushik Dutta**
  - **Brad Wolters (DHCD) may have some funding left over from an internal application development budget**
  - **UPDATE: Brad Wolters can provide some funding for the non-wizard aspects of the rapid prototype application development (wizard portion is out of scope of his current budget specifications)**
  - **DHCD can't accommodate an on-site programmer**
    - § **Remote access has been suggested, option will be investigated as one detail to be worked out**
  - **Application needs to be developed with best practices and must be easy to upgrade**
  - **Another suggestion is to get an state employee trained to program in Flex and have them be available to assist various agencies**
  - **Action Item: Pricing from CGIS and MES will be pursued – Kenny Miller**
    - § **Previous discussions with CGIS and MES have not progressed**
      - • **Contact at CGIS – Steven Fabijanski**
      - • **Contact at MES – Brooks Weaver**
  - **Suggestion that application be broken down into pieces and progress forward that way**
    - § **Wizard**
    - § **Map**
    - § **Editiability**
  - **49 specifications has been trimmed to top 10 specification**
  - **Action Item: Email top 10 specification list to Tech Comm membership – Kaushik Dutta**
  - **Suggestion to reach out to MSGIC Community for assistance/comment/input, perhaps someone there has a programmer or a lead or another option**
    - § **Action Item: Email 10 specification list to Scott Jeffrey for distribution to MSGIC – Co-chairs**
  - **State branding must be adhered to, future map branding to be discussed**
  - **Flex vs. Silverlight vs. Other Options**
    - § **Any tool availability being sold out of DoIT**
    - § **Doesn't matter what language is being used as long as look and feel matches the State branding requirements (slider bar placement, etc.)**

- **Charter – in progress**

- o Utilize MD iMap Exec Comm Charter and Data and Resources Charter as a template for generating all future charter documents
- o Action Item: Email Exec Comm Charter and Data and Resources Charter documents to Tech Comm membership – Co-chairs

- **Action Item: Check for access of Exec Comm SharePoint site for Tech Comm Co-chairs – Kenny Miller**

- **Applications currently accessing parcel data**
  - o **GreenPrint**
  - o **AgPrint**
  - o **GrowthPrint (in development)**
- **How to incorporate new parcel data into these applications?**
  - o **MDP: adding a 2nd toggle button to applications (one for 2007 data and one for 2010 data)**
  - o **Both parcels layers will be housed on MD iMap**
  - o **Example of Support of Application Maintenance**

- **Example of Planning for Future Updates of Map Services**
  - o **Imagery Service**
    - § **Standard file/service name (generic)**
    - § **Replace with new data**
    - § **Older data renamed something different than generic name**

Data and Resources Subcommittee Updates
- **Google Urchin**
  - o **Desktop and application use statistics/tracking**
  - o **Unique domain user tracking**
  - o **Action Item: Provide categories to be included in statistical output report – Kenny Miller**
  - o **Current Access Ratio of MD iMap Map Services:**
    - § **70% accessed through applications and 30% accessed through desktop**

- **Basemap**
  - o **Cartographic updates and data updates discussed**
    - § **Issues and changes need additional discussion and action**

- **Community Mapper**
  - o **Other participants have good planimetric and topography layers**
    - § **Collecting and aggregating is a huge task**
    - § **Counties still selling this data and are reluctant to openly share**
  - o **Long term: need to get planimetrics and topography layers into MD iMap**
  - o **Imagery, Centerlines = already public data à share with Esri for Community Mapper**
    - § **Also consider sharing these data layers with Google, TeleAtlas, NavTech and any other value added reseller**
  - o **Counties need to be approached about sharing their planimetrics and topography data layers**

- § Suggest asking for current or next oldest data
  - o Action Item: Community Mapper agreement needs to be sent to Kenny Miller – Co-chairs
  - o MD iMap Tech Comm will need to coordinate with the counties to get approval from all to share their data on MD iMap to Esri and other potential companies
- **Action Item: Get county buy-in – Tech. Comm.**
- **Action Item: Ask if Esri will edgematch county provided centerlines – Tech. Comm.**
- **Action Item: Review agreement – GIO & Tech. Comm.**
- **Action Item: Determine what data to contribute – Tech. Comm.**
- **Action Item: Ask Esri (Anthony Puzzo) if projecting on-th-fly in ArcGIS Server map services is possible – Co-chairs**

- **Action Item: Provide Executive Committee with one-page briefing concerning pros and cons of Esri caching schema and Community Mapper participation, include timeline for decision – Data & Resources Subcommittee**

- **Downloadable GIS Data**
  - o **Suggest centralizing download services from all state agencies (DNR, MDP, etc.)**
  - o **Bundle sharing agreements and have users agree once to obtain access to multiple sources**
- **Centralized management of license management, data collection, data distribution – vision for the future (Enterprise GIS)**
  - o **DoIT line item**
  - o **Centralized website or central point of access pulling from multiple sources**

Education and Outreach Subcommittee
- **Charter**
  - o **Draft document to be presented at next meeting (9/21/10)**
- **Soliciting participants**
- **Vision Statement**
  - o **Push survey out to MSGIC**
  - o **Discuss with Chris Slavin at 9/8 MSGIC Executive meeting**
  - o **Action Item: Email 4 choices to Tech. Comm. by COB 9/7/10 – Scott Jeffrey**
  - o **Action Item: Provide comments/edits back to Scott by COB 9/9/10 – Tech. Comm.**
  - o **Action Item: Provide final response and resolution to Tech Comm by COB 9/17/10 – Scott Jeffrey**

-END MEETING-